

PUBLIC UTILITIES ENGINEER

FSLA Code: E

Job Code: 3051

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs difficult professional work supervising complex engineering projects and Public Utilities administration to assist the Public Utilities Director. Provides supervision to Public Utilities staff as required. Work is performed under the general supervision of the Public Utilities Director.

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects, and some light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires reaching, walking, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

FUNCTIONS/TYPICAL TASKS:

Coordinates and supervises assigned operations within the Public Utilities Division, including engineering and construction responsibilities;

Supervises professional, technical and clerical employees working with water/sewer design and construction contracts, plans, and cost estimates;

Assists the Director of Public Utilities with the supervision of daily operations;

Assists in the establishment of policies, procedures and priorities for the operating programs of the division;

Represents the Division Director at meetings with staff, contractors and citizens; as well as with other local governments;

Research, prepare reports & making recommendations to improve operations & determine utility construction projects feasibility;

Assists Public Utilities Director with management of major construction projects involving the Public Utilities Division, provides engineering advice, guidance and supervision;

Administers preparation of Capital Improvement budget & division operating budget, monitors expenditures;

Coordinates and consults on design, construction, engineering activities and technical problems;

Performs hydraulic network analysis using specialized software;

Coordinates and implements water/sewer system GIS integration within the City;

Serves as Acting Director in the absence of the Division Director on technical and administrative matters;

Plans and administers operational and safety training;

Review utilities related plan (water and sewer) for projects in the City and within the water system service area;

Performs related tasks as required.

REQUIREMENTS/EDUCATION/EXPERIENCE: Post graduate degree from an accredited college or university with major course work in civil or sanitary engineering and at least five years of increasingly responsible in the design and construction of utility facilities, including at least two years of supervisory experience; Professional Engineer registration in the Commonwealth of Virginia; thorough knowledge of organization and operation, materials, methods, practices and equipment used in the operation, maintenance and repair of utility systems, civil engineering principles practices applicable to utility system construction and maintenance; demonstrated ability to establish & maintain effective working relationships with city officials, employees & general public. An equivalent combination of training and experience may be considered.

This is a class description and not an individualized job specification. The class description defines the general character and scope of duties, responsibilities, and requirements of all positions in one job classification, but is not all-inclusive. Duties, responsibilities and requirements may be added, deleted or changed at any time at the discretion of management.